

Wyoming Prevention Framework Community Grant Report

Attachment B

This report is for this time period

February 2007 - June 30, 2007

Please email this report as an **attachment** to...
Substance Abuse & Mental Health Services Division,
Wyo Dept. of Health
lisa.laake@health.wyo.gov

For information call 1-800-535-4006
or 307-777-6494

Today's Date

County

Contract Organization Name

Your Name

Your Mailing Address

City, State, Zip

Your Work Phone Number

Fax

Your Work Email Address

15-May-07

Johnson County

Community Resource Center

Rosemarie Davidson

PO Box 363

Buffalo, WY 82834

307-684-7933

307-684-7933

rosi@johnsoncountycrc.org

Please keep both a hard-copy and file copy for your records

Item	Contract Deliverables	Date due	Percent Completed (or notes on amount completed)	Date Completed	Comments or Notes
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A Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance

1	SPF Staff Hired (report name, percent of time, email address, phone number)	1-Feb-07	100%	1-Feb-07	
2	Supervise SPF staff/staff evaluation (note dates and any notes)	Feb 1 08			First evaluation due February 1, 2008
3	Name, title, and phone number of the staff's supervisor				Toni Cervenka, CRC Exec Director, 684-7933
4	Criminal history record compliance (briefly note yes or no if any action was taken this quarter--do not report names)		100%		Employees of CRC receive background checks
5	Staff training and paid travel				
	(list all training paid under the contract, dates, traveler name, amount)		100%	March 5-7, 2007	Winter 07 Mtg, Rosi Davidson, \$260.36
6	Notify the Division of any board of directors/staffing changes				None
7	Other Contract Work Agreements (report details)				None
8	Complete agreement with SPF-TAC		100%	1-Feb-07	
9	Other				

B Needs Assessment Activities

1	Needs Assessment Training/Winter 07 Meeting	Mar-07	100%	Mar-07	
2	Needs Assessment Instrument Received	Mar-07	100%	Mar-07	
3	Data Collection	30-Apr-07	90%	Ongoing	
4	Data Analysis	15-May	50%	Ongoing	
5	Priorities Identified	15-May-07	50%	Ongoing	
6	Needs Assessment Sent to SAD	1-Jun-07			
7	Receive SAD Comments @ Needs Assessment	15-Jun-07			
	Revise Needs Assess/Submit Final				
8	Other				

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C Community Infrastructure Activities

1	Community Advisory Council Activities briefly list CAC activities		100%	Feb 14, Mar 2	In addition to monthly meetings, met twice with 3 CAC members to discuss their strategic plan, which is now on hold until needs assessment is complete.
2	Community Advisory Council Meetings List dates & number of people who attended <i>See below for membership report</i>	15-May-07	100%	Feb 21, Mar 14, May 2	See attached CAC attendance.
3	Budget and Funding Approved by CAC (attach minutes)	15-May-07			CRC Board approves all grants & budgets monthly; will get approval from CAC at June meeting.
4	Community Resource Assessment note date and attach report				
5	Present Findings/Process to Community			2-May-07	Progress report on Needs Assessment presented to CAC at May meeting.

6	(Optional) local SAPST and/or CADCA Training for SAC/Community	4-Jun-07			Registered to attend SAPST in Sheridan.
7	Briefly describe how the community was involved in the SPF process during this reporting period				Talked to 50 community members about alcohol misuse.
8	Other CAC/Infrastructure				14 new stakeholders and 7 high school students not listed on page 6 of application attended meetings since September planning meeting.

D Strategic Planning Activity

	Attend Strategic Planning Training	Jul-07			
	Receive Strategic Planning Materials from SAD				
	Research Evidence Based Strategies				
	Match Strategies to Data/Needs				
	Write Strategic Plan				
	Submit Strategic Plan to SAD				
	Receive SAD Comments/Revise/Final Plan	31-Aug-07			
	Other				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
E	Implementation (only with SAD approval)				

F Deliverables and Assurances Reports

	For February 1 - April 30				
1	May 15: Submit this report to SAD	15-May-07		15-May-07	
2	May 15: Submit Expenditure Report to SAD	15-May-07		15-May-07	
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07			
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07			
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07			
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07			
7	Complete evaluation agreement with WySAC	30-Mar-07			
8	Provide any other evaluation information				
9	Submit any requested data				
10	Obtain Chapter 16 Prevention Certification				
11	On-Site evaluations or reviews				
12	Post 2 newspaper ads/articles about the SPF grant (attach copy)				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
G	Other Information				
1	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant				None
2	Restricted activities (report any approval requested and received for these)				None
	fairs/brochures/educational materials				
	media				
3	Please note any significant changes from the budget submitted in the application.				None
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?				Gathering information for the Needs Assessment, which begins the process of increasing awareness of alcohol misuse in our community. Shared data collection with CAC on May 2.
5	What was the one greatest barrier this reporting period? What was done to address this barrier?				No barriers, but the realization of the magnitude of the problem in Johnson County is alarming.
6	Please briefly list any significant changes or information related to this grant				None

7	Please provide input and recommendations about technical assistance provided by SAD and SAD contractors				Assistance from SAD and WySAC has been excellent. Questions have been answered quickly and cheerfully. It might be a good idea to post questions and answers for coordinators' benefits (example: FAQ or bulleted fact sheet).
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COMMUNITY ADVISORY COUNCIL

	Member's Name	Date first joined - see attached CAC attendance	Meetings attended since September (out of 7)	Yes indicates representative is listed on page 6 of the application instructions	Agency or Constituency Represented
	Barent, Jeanie		5	Yes	Assistant School Superintendent
	Bettinger, Kevin		4	Yes	Smith Barney Investment
	Cervenka, Toni		6	Yes	CRC Director
	Davidson, Rosi		3		Substance Abuse Coordinator
	Dawson, Terri		0	Yes	Parent Information Center Director
	Edelman, Jacquie		4	Yes	Department of Family Services
	Edwards, Shann		1		Community Member
	Elliot, Bill		1		Tobacco Prevention Coordinator
	Esponda, Madonna		3	Yes	BHS Counselor
	Fink, Gerald		4		City Councilman
	Flanders, Terri		3		Community Member
	Godber, Holly		3	Yes	BHS Nurse
	Harness, Kate		4		Community Member
	Hepp, Bruce		1		Mayor
	Hepp, Tammy		4	Yes	CASA
	Hornby, Kelly		1		BHS Principal
	Johnson, Joanne		0	Yes	Clear Creek School Nurse
	Kozisek, Steve		0	Yes	County Sheriff
	Lamm, Gregory		3	Yes	Mental Health Director
	Manzella, John		2	Yes	Buffalo Police Department
	Markovsky, Marti		1	Yes	Juvenile Drug Court
	Meredith, Gary		0		Alternative School
	Novakavich, Rachel		5	Yes	4-H Youth Extension Educator
	O'Gan, Tim		0	Yes	School Counselor
	Packard, Kari		0	Yes	Department of Family Services
	Ramsey, Rhonda		1	Yes	Public Health Best Beginnings
	Rhoads, Mary		3	Yes	Johnson County Library
	Rowe, Sydney		6	Yes	Northern Wyoming Mental Health
	Schiffer, John		1		State Senator
	Scroth, Carolyn		7	Yes	Boys & Girls Club Director
	Stafford, Mary Kay		5	Yes	Family Crisis Center
	Walthers, Gary		1		Community Member
	Washut, Megan		5		Radio Sales
	Wildeman, Smokey		2		Radio Station Manager
	Young, Rene		3		Parent Information Center
	Benjamin, Kystal		1		BHS Student Rep
	Duncan, Kayla		1		BHS Student Rep
	Fink, Jake		1		BHS Student Rep
	Jenkins, Amanda		2		BHS Student Rep
	Nimick, Adam		1		BHS Student Rep
	Olson, Amy		1		BHS Student Rep
	Vaselin, Josie		2		BHS Student Rep